
NOTICE OF FUNDING AVAILABILITY

The Department of Health and Human Resources, Bureau for Children and Families, is now soliciting applications for new program models for **Functional Family Therapy**.

Functional Family Therapy

Functional Family Therapy (FFT) helps juveniles and families take a strengths based approach to solving the problems that led to involvement with the juvenile system. FFT is designed to address risk and protective factors inside and outside the family which impact the juvenile and their maladaptive development.

Agencies wishing to submit applications must submit a Letter of Intent to Apply by **November 18, 2015**. Failure to submit the Letter of Intent to Apply will remove the application from consideration. Applications must be received by the Bureau by close of business on **November 23, 2015**. Applications received after that date will be removed from consideration.

Questions and Answers can be found by clicking **here on November 16, 2015**.

Agencies can download the announcement, the guidelines for submission, and the application packet with the required forms. (See the announcement and the guidelines for submission for details.)

The announcement provides a detailed description of the services the Department wishes to make available to qualified customers in the specified counties. The grant award will be for the period of **January 1, 2016, to June 30, 2016**. The Agreement(s) resulting from this award will be performance based.

The guidelines for submission of applications include detailed instructions on the process for submitting applications. The guidelines include the forms required for submission: **Grant Application Cover Page, Submission Guide, Assurance Statement, Vendor Checklist, Line Item Budget and Instructions**.

See the announcement for detailed information.

SUBMISSION OF APPLICATIONS:

An original and seven copies of the application must be submitted to:

**West Virginia Department of Health and Human Resources
Bureau for Children and Families
Office of Operations
Division of Grants and Contracts
350 Capitol Street, Room 730
Charleston, WV 25301-3711**

All applications become the property of the Department.

REQUEST FOR APPLICATIONS AND ACCOMPANYING FORMS

- **[Grant Application Cover Page](#)**
- **[Functional Family Therapy Announcement](#)**
- **[Functional Family Therapy Estimated Costs](#)**
- **[Site Certification Form](#)**
- **[Submission Guide](#)**
- **[Assurance Statement](#)**
- **[Vendor Checklist](#)**
- **[Line Item Budget](#)**
- **[Budget Instructions](#)**
- Letter of Intent to Apply (must be submitted online using the **[form below](#)**)

All questions must be submitted electronically by clicking **[here](#)** by November 10, 2015

LETTER OF INTENT TO APPLY

The deadline to submit letters of intent is November 18, 2015

LETTER OF INTENT TO APPLY
